

Coventry Fire District

Monthly Meeting Minutes

August 13, 2014

1. Call to order by Chairman James Beckman

2. Roll call was taken. The full board was present: James Beckman, John Botello, Louis Cote, Jr., John

D'Onofrio, and Peter Pankowicz. Also in attendance were Chief Labbadia, Deputy Chief Robert

Warren and Legal Counsel, Arthur Capaldi.

3. Chairman Beckman reviewed the emergency evacuation procedures.

4. Minutes to the July meeting were not available at the time of the meeting and per approval of the board, will be tabled until the September meeting.

5. Chairman's Report: Chairman Beckman indicated that there were no outstanding issues or new developments to report.

6. Chief's Report: Chief Labbadia presented his monthly report with the following items:

a. The Health & Safety Committee met on Thursday 8/7 and 8/14. There were minor issues discussed, all of which can be handled internally and will require little monetary commitments.

b. The district is still waiting for the sewer tie-in line project to be completed.

7. Tax Collector's Report: Submitted by Jeanne Lukowicz (see

attachment 1) and presented by Chairman

Beckman. Chief Labbadia stated that letters have been sent out to taxpayers who are more than 2

quarters behind in their payments. Efforts are also being made to collect back taxes through tax sales.

Per the Tax Collector's report, there is a tax sale scheduled for September 4, 2014. A motion to accept

was made by John Botello. The motion was seconded by John D'Onofrio. A vote was taken resulting

in 5 ayes and 0 opposed.

8. Treasure's Report: Presented by Chairman Beckman (see attachment 2). Due to vacation schedules,

YTD figures were not available with the monthly report. A motion to accept was made by Louis Cote Jr.

The motion was seconded by Peter Pankowicz. The motion was seconded by John D'Onofrio. A vote

was taken resulting in 5 ayes and 0 opposed.

9. Old Business: John Botello inquired on the status of the ladder truck repairs and the final cost estimate.

Chief Labbadia informed the board that we are still waiting for the final bill and that with the exception

of labor costs, all other costs will be covered. However, due to lag time of the repair and the diligence

of one of the firefighters who performed a thorough inspection of the work, some of the labor costs will

be reduced.

10. New Business:

a. John D'Onofrio made an inquiry as to the process of making withdrawals against line of credit for the Coventry Credit Union. In particular the inquiry was made as to who makes the decision and whether or not the board is notified at the time the decision is being made. Chief Labbadia and Deputy Chief Warren verified that there is a \$500,000 credit limit and withdrawals are only made when tax collections fall short. Only the chairman of the board and the treasurer are authorized to make a withdrawal on the account. The chief indicated that this is not a perfect system but a necessity when working with a zero based budget. Currently it is the system the district has in place to insure that all bills are paid on time.

b. John Botello inquired as to whether or not there is a spending limit that can be made by the district without approval from the board. The Chief Labbadia indicated that there is \$5,000 limit for unbudgeted spending.

11. Motion to move to an executive session: Motion made by John Botello and seconded by Peter Pankowicz. The purpose of the executive session was to discuss personnel and a grievance. A roll call vote was taken with all board member voting "yes". No votes were

taken at this session. Minutes to the

executive session will be recorded separately and sealed.

12. Motion to adjourn was made by John D’Onofrio and seconded by Peter Pankowicz. A vote was taken resulting in 5 ayes and 0 opposed.

12. Attachement 1 – Tax Collector’s Report